

**South Central Regional Trauma Council
Executive Committee Meeting**

Hutchinson Hospital

Classroom C

12:00 p.m. – 1:30 p.m.

May 1, 2003

MINUTES

Present: Pamela Martin, Debbie Glenn, Donna Myers, Tim Pitts, Nancy Zimmerman, Dr. Scott Clarke, M.D., Terry David, Tamara Bauer, Bev White, Kendra Tinsley, Diana Lippoldt, Kris Hill

Call to Order

Dr. Scott Clarke
Vice-Chairperson

Dr. Scott Clarke, Vice-Chairperson of the executive committee called the meeting to order in the absence of the Chairperson, Dr. Diane Hunt who was on out-of-town business.

Approval of minutes from the 30 January 2003 meeting.

MOTION: Approval of the minutes as presented was moved by Terry David, with Tim Pitts seconding the motion. The motion was approved by unanimous voice vote.

Trauma Program Update

Rosanne Rutkowski
KDHE Trauma Program

Kendra Tinsley provided the report in the absence of Rosanne Rutkowski who attended a KDHE meeting. Currently, 73 hospitals are trained in or implementing the trauma registry and 17 hospitals have submitted data to the state. The next data submission deadline is scheduled on May 30, 2003.

The KDHE Bureau of Health Promotion, KDHE Office of Local and Rural Health and the Board of EMS are in the initial planning stages of the Emergency Medical Services for Children Conference to convene in Wichita this October. The trauma program is a conference partner and a pre-conference meeting of all the regional trauma council executive committees is planned. A representative from each trauma council will be asked to participate in the planning committee. One recommendation from this committee was to invite the Chair and Vice-Chair of the ACT to be present at the pre-conference meeting.

The EMS Dispatch/Communications Center survey was mailed approximately two weeks ago. Survey respondent questions have included concerns regarding increased regulation. The purpose of the survey is not regulatory. The purpose of the survey is to define the needs and resources of communications centers serving Kansas and to develop strategies for assisting the centers. The survey contractor, KFMC will provide, not only a statewide report, but reports by trauma region as well. Each trauma region will receive a regional report.

The Advisory Council on Trauma meeting is scheduled on May 28, 2003 at the Kansas Medical Society in Topeka. Time will be scheduled for reports and feedback from regional trauma council representatives. Secretary Bremby (KDHE) has been invited to attend and has confirmed attendance at least a portion of the meeting.

SB 263 (Omnibus Bill) and HB 2444 contain legislation that could impact the trauma program. SB 263 would allow for trauma funding to be used to fund a state dental office and hepatitis B programming. HB 2444 contains language that allows for trauma dollars to fund stroke education (although funds have not been used for stroke education recently). Efforts will be made to clean up HB 2444.

The committee discussed their position that trauma funds should be allocated for each region and determined that this would need to be related to the ACT. The NE region will be drafting a position paper and budget for presentation to the ACT on May 28. This committee discussed an interest in reviewing the NE position paper and budget and would like the option of joining the NE position if in agreement. This committee will determine if the potential exists for all regions to “buy in” and extend their regional support to the position. The committee related that their vision for the regions is for the trauma regions to remain cohesive and join together on issues that effect all regions. The committee has an interest in recommended funding for a trauma conference, funding for instructor education, continued funding for provider education, trauma registry education subsidy, extension of education subsidy for urban areas (in addition to rural), SC website development, and continuance of the RTC coordinator contract.

Reports from Sub-Committees

Staff Education

Diana Lippoldt,
Chairperson

- Education Survey (See survey handouts)

Diana Lippoldt, Chair of the sub-committee provided the report with the assistance of Tamara Bauer who played an integral role in the survey completion and report preparation. The survey results were reviewed with the committee. The survey was mailed twice to hospital nursing directors and EMS administrators in the SC region. The first mailing was sent during the last week of March and the second mailing was completed in mid-April. There was an overall survey response rate of 71%. 86% of the hospitals and 63% of the pre-hospital organizations responded. The sub-committee was pleased with the exceptional response rate and pleased with the commitment of the hospitals and pre-hospital organizations throughout the region. Diana will telephone those organizations that did not respond to assist with survey completion.

With the survey completed, the committee discussed and determined future action steps. The education sub-committee will meet to further analyze the tabulated survey data. The sub-committee will return to the executive committee with education recommendations to be approved for proposal to the ACT in August. Tammy will remove the two Level I hospitals from the data for analysis and comparison and email the results to the executive committee once completed. In addition, SC trauma region organizations will be asked for copies of the bypass and transfer protocols in use by the organizations. All protocols will be reviewed and a white paper will be developed to inform the region of RTC recommendations for patient care with respect to transfer and bypass protocols.

- Injury Prevention

Vacant

Marcia Cox, Reno County Health Department, resigned from the executive committee due to relocation to Olympia, Washington. An election will be conducted at the June 4 general meeting to fill the vacant health department executive committee position.

By-Laws

Terry David
Chairperson

- Approve recommendation for adoption

Terry David, Chair of the sub-committee provided the report. Recommendations were reviewed with regard to quorum, officer's terms of office, voting by email, and basic language revisions.

MOTION: Approval of the bylaws as presented was moved by Terry David, with Diana Lippoldt seconding the motion. The motion was approved by unanimous voice vote.

Nominating

Donna Myers
Chairperson

Donna Myers, Chair of the sub-committee, provided the report. The general membership information letter was mailed in March and the sub-committee has not received feedback. A sub-committee sign up sheet will be handed out at the general membership meeting to encourage and gain sub-committee participation. Participation should be encouraged during all reports at the general meeting. It should be clarified during the general meeting that sub-committee participation does not necessarily translate into meeting or conference call attendance. Updated contact names and information will be checked at the registration table.

Old Business

Annual Meeting-The committee included time for a strategic planning meeting during the final forty-five minutes of the general meeting. The break out discussion groups will focus efforts to assess the immediate and long-term trauma care needs in the region. Executive committee members will facilitate the breakout group discussions.

The committee agreed to invite contact persons listed in the education survey to the general meeting. Kendra and Tammy will coordinate the mailing list.

New Business

No new business.

Announcements

The trauma conference sponsored by Via Christi-St. Francis will be held in June. The Region VII (KU Medical Center) trauma conference is scheduled in December. The Med Trauma Conference-Wesley has been scheduled on October 31. The Midwest Trauma Society Conference will be held during the week of May 12.

The next executive committee meeting will be held immediately following the general meeting on June 4. The committee approved the executive committee agenda mailing to be included with the general mailing sent on May 2.

Adjournment

MOTION: A motion to adjourn the meeting was moved by Diana Lippoldt and Tim Pitts seconded. The motion was approved by unanimous voice vote.